

SENIOR ADVISORY COMMISSION
Milpitas City Hall, Committee Room
455 E. Calaveras Blvd.
October 24, 2006, 1:30 PM

AGENDA

A. CALL TO ORDER: Chairperson Denny Weisgerber, Mary Banick, Ed Connor, Bal Daquigan
Joyce Dovlet, Barbara Ebright, Amanda Santos, Albert Wang, and Joanne Wood

Alternates: Florentino Menor and Bernice Wrinkle

B. SEATING OF ALTERNATES:

C. FLAG SALUTE:

D. ADOPTION OF AGENDA: October 24, 2006

E. APPROVAL OF MINUTES: August 22, 2006

F. FINANCIAL REPORT: August 1, 2006 – September 30, 2006

G. PUBLIC FORUM:

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must supply their name and address for the record and limit their remarks to three (3) minutes. As an unagendized item, no response is required of City staff or the Commission; however, the Commission may agendize the item for a future meeting.

H. ANNOUNCEMENTS/CORRESPONDENCE

Update from Police Department – Dennis Graham, Police Chief

10/26-10/28 Rainbow Theatre's production of "The Lion, The Witch & Wardrobe" at the Community Center
11/11th Veteran's Day Ceremony, 9 a.m. at the Veterans Park in the Civic Center
12/1 Tree Lighting Ceremony & Holiday Open House, 6:30 p.m. at the Community Center

I. OLD BUSINESS:

1. Senior Corps Companion Program – Jennifer Tagalog, Recreation Services Supervisor

Background: At the June 27, 2006, Senior Advisory Commission meeting, Milo Larsen spoke at Citizen's Forum regarding the Senior Corps Companion Program and distributed information about the program. The Senior Companion Program serves frail older adults, adults with disabilities, those with terminal illnesses, and offers respite for caregivers. They assist their adult clients in basic ways: offering companionship and friendship to isolated and frail adults; assisting with simple chores; providing transportation; and adding richness to their clients' lives. Companions are individuals ages 60 or over who want to help adults with special needs to remain independent and living in their own home. To participate in the Senior Companions program, volunteers must be 60 or over and be able to serve between 15 to 40 hours a week. Senior Companions make connections with other adults and know they are making significant contributions to their lives. In addition, they receive the following: pre-service and monthly training sessions; reimbursement for transportation; some meals during service; an annual physical; accident and liability insurance while on duty; and income-eligible Senior Companions also receive a modest, tax-free stipend to offset the cost of volunteering. The Commission requested Milo Larsen get additional information on how such an office would be set-up and how the program operated. Milo Larsen, provided city staff with the below information.

The following procedures would need to occur in order to establish a Senior Corps office in Milpitas:

- 1) The sponsoring agency would need to apply for a grant (there is a section on the Senior Corps website for e-grants). If funding is available, they would be awarded;
- 2) The sponsoring agency would have to agree to match funds as the sponsoring agency;
- 3) The sponsoring agency would have to agree to hire a staff person to administer the office. The administrator or manager of the office has to work for the sponsoring agency.

At the August 22, 2006, Senior Advisory Commission meeting, the Senior Advisory Commission was interested in pursuing this type of program and requested that staff complete additional research on the cost of this program.

Staff spoke with Tina Wong from San Jose Senior Companion Program regarding starting a Senior Corps companion program in Milpitas. She indicated that only one Senior Corps Companion program is allowed per County and that San Jose currently offers this program. The options would be available for City of Milpitas is to 1) Start a volunteer program similar to Senior Corps Companion Program (couldn't use the same name) and the Senior Companion organization could provide consultation and advice or 2) The City of Milpitas could partner with Senior Corps Companion program and offer the Senior Corps Companion Program by providing funding by approximately \$4,000 - \$4,500. This money would deploy one volunteer to serve for 20 hours a week for a year.

Lechi Nguyen, Case Manager for City of Milpitas, indicated that last year, approximately 30-40 clients were referred to various organizations/individuals for the following types of services: house cleaning, grocery shopping, running various errands, providing transportation to appointments, yard work, and simple home repairs.

Staff met with Richard Pio Roda, City Attorney, regarding the possibility of starting a program similar to Senior Corps Companion Program through the City of Milpitas Volunteer Partners Program. He indicated that it would be possible to offer volunteer opportunities/services for companionship, light house cleaning and yard work providing both parties (volunteer and person requesting services) sign the appropriately drafted indemnification clause. Should the City of Milpitas offer this type of program, it would be essential that volunteers receive ongoing training. In addition, City Staff would have to continuously monitor the volunteers and participants requesting services to ensure the proper paperwork, services and training were being completed.

Richard Pio Roda, suggested not offering services which involved volunteers driving for errands or transporting seniors due to the liability issues which would not be covered by the city's current policy.

Recommendation: Staff recommends offering a volunteer program thru the Milpitas Volunteer Partners Program to do light chores, yard work, and providing companionships to seniors in Milpitas.

2. BINGO Fundraising Opportunity - Jennifer Tagalog, Recreation Services Supervisor

Background: The Milpitas Senior Center held an Unveiling and Ribbon Cutting Ceremony on Wednesday, October 11th. At the August 22, 2006, Senior Advisory Commission meeting, Commissioner Ebright volunteered to assist the sub-committee. The sub-committee was comprised of the following: Pierrette Lizotte, Sharon Senning, Kim Tran, Barbara Ebright and Jennifer Tagalog. On September 20th, the sub-committee met to discuss if the minimum buy-in should increase, if additional bingo sessions should be offered, and whether or not to change from slide cards to paper/dauber system. The following was determined at the meeting:

- 1) The minimum buy-in will increase from \$2.00 to \$5.00. The game pack includes a pack of 10 games with 6 cards per game;
- 2) The cost to purchase additional packs is \$4.00;
- 3) The cost to purchase a dauber is \$1.00 each. Those who attended the unveiling and ribbon cutting ceremony received one free dauber;
- 4) Offer additional evening BINGO on the 4th Tuesday of the month from 6-8 p.m.

Barbara Ebright, Senior Advisory Commissioner, suggested that the Commission sell food items at the 4th Tuesday of the month as a fundraising opportunity and offered to volunteer her services for assist. Staff suggested selling pre-packaged items (i.e. cookies, chips, etc.) in addition to items, which do not require a lot of preparation (i.e. hot dogs, nachos, etc.)

Recommendation: Discuss and advise staff accordingly.

J. NEW BUSINESS:

1. Civic Senior Center, Project 8176 Update (Gail Seeds, Project Manager)

Background: A new Senior Center will be designed and constructed at the Civic Center by remodeling the existing library building. The work will be funded through the 2003 RDA Tax Allocation Bond plan. In August 2006, the City Council authorized execution of a contract with Noll and Tam architects to provide programming and design services. Noll and Tam is experienced in the design of community facilities, and has a successful track record in remodeling older buildings for new public uses.

The first major task is to gather the data and public input needed to prepare a Program for the new Senior Center. The Program will address current and anticipated uses, a recommended space allocation, conceptual layout, cost plan, and schedule. The Program will serve as a guide for the design work that follows. The consultant team has begun assessing the condition of the library building to determine the extent of upgrades that will be required. Various record documents are being compiled and analyzed.

The input process has also been launched. The consultant team, in collaboration with the staff project team, has started inviting public input on the Senior Center to help identify the community's goals and priorities. The process to date has included meeting in a small group setting with the following:

- Seniors that regularly participate at the existing Senior Center
- Seniors that live at Terrace Gardens
- "Future seniors" and active seniors that currently participate in exercise or swim programs at the Milpitas Sports Center
- City staff that operate Senior Center and recreation programs

The design team is also scheduled to meet with Mandarin-speaking seniors that participate at the existing Senior Center, who comprise an active user group. A larger community-wide public meeting will be held on Tuesday evening Oct. 24, after the Commission meets.

The design team will be presenting to the Commission with preliminary findings, information regarding the overall project schedule, Milpitas' demographics, needs previously identified, and trends in senior center design and services. The Commission's feedback is desired on the input process and on the goals and priorities to be addressed in the Program. The Commission's input will be important for use in developing a draft Program for consideration by the Commission, community and City Council.

Recommendation: Receive presentation and advise staff accordingly.

2. December, 2007 Senior Advisory Commission Meeting – Jennifer Tagalog, Recreation Services Supervisor

Background: Staff is in the process of planning the calendar for 2007 Commission meetings. The December, 2007, Senior Advisory Commission meeting will land on Tuesday, December 25, 2007, which is a City Holiday. Since the meeting lands on a Holiday, staff is requesting the Commission determine if they would prefer to meet the week prior (December 18, 2007) or if there will not be a quorum, the Commission needs to determine if they would prefer to cancel or reschedule the meeting to another date.

Recommendation: Discuss and advise staff accordingly.

3. Flea Market – Fundraising Opportunity for Senior Advisory Commission Meeting

Background: At the June 27, 2006, Senior Advisory Commission meeting, Commissioner Wrinkle suggested that the Commission look into doing a flea market as a fundraising opportunity for the Commission. She suggested offering this event at the Senior Center or a local park. Commissioner Ebright questioned if the event was not held at the Senior Center would insurance be a problem.

Staff has completed some research on the possibility of offering a flea market as stated below:

- 1) The Commission would need administrative approval through the planning division by completing an application form, a site plan and a description of what you are proposing to do with the hours of operation, parking plan for customers, etc.). The Planning Division then would send application for approval to the Fire Department for their clearance;

- 2) Since this is a city sponsored event, and it takes place on City's property, it would be covered by the City's insurance. If this event took place on School District property, the school would ask for an insurance certificate;
- 3) For City sponsored event, business license could also be exempted, however, the event must receive prior approval from the City Council;
- 4) The City's current Master Fee Schedule does not have a fee designated for Flea Markets, so approval on the cost of the event would also need prior approval from the City Council. The fee ranges for flea market spaces are from \$5-\$20;
- 5) Possible locations for event: High School Parking Lot (the PTA has a flea market there every year) or by the Sports Center/School District Offices. Due to limited parking, the Senior Center would not be a feasible location for this type of event. Most parks sites would also be challenge due to limited parking and flat services available for this type of event.

Included in the Commissions packet, is a copy of the Resolution 453, the policy on outdoor events. The resolution has restrictions that the Commission should be aware such as no loud speakers and trash receptacle availability.

Recommendation: Discuss and advise staff accordingly.

4. 2006 Senior Center Holiday Dance & Party – Jennifer Tagalog, Recreation Services Supervisor

The 2006 Senior Center Holiday Dance & Party will be held on Sunday, December 10th, at the Community Center. To assist with the cost of the event, staff is requesting a donation from the Senior Advisory Commission to offset the cost of entertainment. The Senior Advisory Commission has provided funding for this event in the past. The Commission allocated \$250 for last year's event, and currently has a balance of \$2,435.34.

Recommendation: Discuss and advise staff accordingly.

5. Senior Center Recognition Certificates – (Sura Weiner, Senior Center Participant)

Background: Sura Weiner, long-time senior center participant, approached Mayor Esteves about recognizing the following individuals for their longtime volunteer work with various groups and committees at the Senior Center: Joyce Dovlet, Joanne Wood, Neola/Art Swanson, and Mary Banick. Sura also suggested recognizing these individuals at an upcoming birthday lunch at the Senior Center. The next birthday lunch will be held on November 14, 2006. Mayor Esteves requested that his item be agendaize for discussion at the Senior Advisory Commission meeting to ensure that nobody was left out from being recognized that should be.

Recommendation: Discuss and advise staff accordingly.

K. OTHER BUSINESS:

1. Staff Reports

1.1 Recreation Services Report – Jennifer Tagalog, Recreation Services Supervisor Senior Programs

October

- 26 AARP Driving Class (Thursday and Friday)
Afternoon Dance with the "4 Pennies & A Token"
- 27 Senior Center Idols (Karaoke), 10:30 a.m.
Passport Services, 11:00 a.m. – 1:00 p.m.
- 30 Jackson Rancheria Casino Trip, 7:45 a.m. – 5:30 p.m.
- 31 Halloween – Music with Rosalinda

November

- 1 BINGO 1 p.m. (also 11/8, 11/15, 11/22, and 11/29)
VTA Photos, 10 a.m. – 12 p.m.
- 3 Wally's Rhythm Rascals, 10:30 a.m.
- 6 Registration for new trips offered
- 7 Potluck Supper and BINGO 5 p.m.
- 9 Natural Bridges Trip
Speaker: Advocating for Your Loved Ones, 11 a.m.
- 10 Senior Center Closed Veteran's Day
- 12 AIDA (West Valley Light Opera Trip)

- 14 B-day Party with Rosalinda
- 16 Local Shopping Trip,, 10:30 a.m.
Speaker Kaiser's 2007 Policy, 1 p.m.
Afternoon Dance with "Soundmasters"
- 17 Wally's Rhythm Rascals, 10:30 a.m.
Passport Services, 11 a.m. – 1 p.m.
- 21 Thanksgiving Lunch with Bins
- 23-24 Senior Center Closed for Thanksgiving
- 28 Craft Project Day, 10:00 a.m.
NEW Evening BINGO, 6-8 p.m.

December

- 1 Wally's Rhythm Rascals, 10:30 a.m.
- 5 Potluck Supper and BINGO, 5 p.m.
- 6 Bingo, 1 p.m., (also 12/13)
- 8 Senior Center Idols (Karaoke), 10:30 a.m.
Candy Making Class
- 10 Senior Center Holiday Dance & Party, 1-4 p.m.
- 11 Registration for January classes
- 12 Titanic Exhibit Trip
- 14 Local Shopping Trip, 10:30 a.m.
- 15 Wally's Rhythm Rascals, 10:30 a.m.
Holiday Tea
- 19 Birthday Party at Lunch Program
Senior Advisory Commission Meeting, 1:30 p.m.
Evening BINGO, 6-8 p.m.
- 21 Holiday Celebration at Lunch Program
- 22-25 Senior Center Closed for Christmas
- 26 Craft Project Day, 10:00 a.m.
- 29 New Year's Eve Party at Lunch Program
- 18-29 Senior Center Holiday Hours (close at 2 p.m.)

January

- 1 Senior Center Closed for New Year's Day

1.2 **Senior Center Nutrition Report** – Roseann Costabile, Nutrition Site Manager

- Nutrition Program – **August:** Daily average 82 participants, 1,889 meals were served.
- Transportation – 485 nutrition program riders.
- Nutrition Program – **September:** Daily average 88 participants, 1,762 meals were served.
- Transportation – 418 nutrition program riders.

2. **Liaison Reports**

- 2.1 City Council Report – Debbie Giordano
- 2.2 Council on Aging Advisory Commission – Denny Weisgerber
- 2.3 AARP – Joanne Wood / Mary Banick
- 2.4 Arts Commission Report – Linda Rabe
- 2.5 Parks, Recreation & Cultural Resources Commission – Kathryn Gray

3. **Future Agenda Items**

L. ADJOURNMENT

Next Senior Advisory Commission Meeting

Tuesday, December 19, 2006, 1:30 pm, City Hall Committee Room, 455 E. Calaveras Blvd.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION**

at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: rpioroda@ci.milpitas.ca.gov

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Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website www.ci.milpitas.ca.gov Select Open Government Ordinance under News Features